

MINUTES OF THE REGULAR MEETING OF THE EXECUTIVE COMMITTEE OF THE NORTHWEST CENTRAL DISPATCH SYSTEM, HELD IN THE NORTHWEST CENTRAL DISPATCH SYSTEM TRAINING CENTER, 1975 EAST DAVIS STREET, ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, ON THURSDAY, MAY 15, 2014.

CALL TO ORDER

Chairman Chief Scanlan called the meeting to order at 8:18 A.M.

MEMBERS ATTENDING

Ken Koeppen (Arlington Heights Fire Chief), Steve Casstevens (Buffalo Gove Police Chief), Terry Vavra (Buffalo Grove Fire Chief), Steve Schmidt (Elk Grove Village Police Chief), Rich Mikel (Elk Grove Village Fire Chief), Assistant Police Chief Ted Bos for Mike Hish (Hoffman Estates Police Chief), Jeff Jorian (Hoffman Estates Fire Chief), Bob Haas (Inverness Police Chief), Mike Semkiu (Mount Prospect Police Chief), John Malcolm (Mount Prospect Fire Chief), Al Stoeckel (Palatine Police Chief), Scott Andersen (Palatine Fire Chief), Rich May for Hank Clemmensen (Palatine Rural Fire Chief), Jaime Dunne (Prospect Heights Police Chief), Dave Scanlan (Rolling Meadows Police Chief), Scott Franzgrote (Rolling Meadows Fire Chief), Jim Lamkin (Schaumburg Police Chief), Dave Schumann (Schaumburg Fire Chief), Jim Keegan (Streamwood Police Chief), Chris Clark (Streamwood Fire Chief).

A quorum was present.

MEMBERS ABSENT

Arlington Heights Police Department

NWCDS STAFF

Cindy Barbera-Brelle, Executive Director; Carole Urry, Assistant Director-Operations; Barb DeWolf, HR/Finance Manager.

ALSO ATTENDING

Helen Wiedenfeld and Doug Blenman - ID Networks

APPROVAL OF MINUTES

Moved by Chief Dunne, seconded by Chief Vavra, to approve the minutes of the March 20, 2014, Regular Meeting. *Voice Vote: Motion Carried.*

CAD & MOBILE UPDATE

Representatives from ID Networks and NWC's Operational and Technical staff will be observing Police and Fire Telecommunicators on Friday, May 16th from 1100-1900 to document system performance issues.

ILLINOIS MOBILE DATA SURVEY

The State's FirstNet Coordinator needs to collect mobile data information in advance of the State's FirstNet consultation. Cindy will be sending the information and survey to each Department's Chief, Liaisons and IT Resources.

SUBSCRIBER UNITS - Fire Department

Jason Hunt is working with Hoffman Estates today to test XE microphone configuration changes in conjunction with using SCBA. An update will be provided at the May 16th Fire Liaison meeting.

RADIO SYSTEM - Final System Acceptance

Motorola has been working on the 4 remaining deliverables:

1. **Control Stations** –Motorola was on site yesterday to test their solution that addresses the Control Station transfer issues. They have additional research to do.
2. **IP Logging of Radio Traffic** – A conference call with Higher Ground, Motorola and NWCDS representatives is scheduled for Friday.
3. **Documentation** – 90% complete.
4. **OTAP** – Cindy met with Motorola on Tuesday and Motorola will be providing information about the OTAP Roadmap. The process should be quicker. The large voice files slow down the process.

OLD BUSINESS

Response Time Metrics

The Executive Director will begin reporting the results of our Long Segment Report reviews on a monthly basis beginning this month, including a statistical analysis.

Lake County FATPOT Project

Lake County's FATPOT resource has completed the data mapping process and will begin testing. Depending on the results, they may need to refine the polling process. They are in the process of coordinating the prep work that needs to be done to test with Lake County's ETSB.

Cook County CSTAT Project

We are in the process of exploring the best method to use to provide data to the County. We are combining our efforts with IDN and with Palatine's GIS Administrator, since there are some similarities to the Palatine regional crime map project.

NEW BUSINESS

Agenda: Chief Scanlan advised that if anyone wants to add something to the Agenda, they can send him an email in advance of the meeting.

Communications Center Remodel: Chief Schmidt asked about the new furniture for the Communications Center and if the layout will change. Cindy replied that the positions will not change, but the configuration will. She stated that there will be three pods containing six positions each and that half of the room will be remodeled at a time. The Schaumburg backup will be used during construction. The project will begin during in September.

Division One MABAS: Chief Anderson advised that at yesterday's MABAS Division One meeting they made significant progress on two items:

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1. The fire departments will be programming a 4-digit Alias that will identify the Town, Rig and Position.
2. Division One is re-writing their MAYDAY policy. Once the policy is drafted the NWCDS policy will be updated to accommodate the changes. There are some significant changes being made, we will not be automatically upgrading the alarm, the Shift Commander will make that decision. At NWCDS' recommendation the upgraded Alarm will be a new Card for everyone and include 4 Engines, 2 Trucks, 2 Ambulances, Squad 55 and 55A, plus 3 Chiefs.

Citizen Surveys: Chief Franzgrote suggested adding questions about NWCDS and the quality of dispatch received in the surveys they send out to their citizens. They will share the information with Executive Director Barbera-Brelle and Assistant Director-Operations Urry. Chief Vavra stated that they send out surveys as well and a discussion ensued with more towns agreeing to add questions and share feedback about NWCDS' service.

ADJOURNMENT

Moved by Chief Vavra, seconded by Chief Haas, to adjourn the meeting. *Voice Vote: Motion Carried.* The meeting was adjourned at 8:36 A.M.